

April 2, 2002

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**FIVE-YEAR RE-LEASE FOR SHERIFF'S DEPARTMENT  
3010 EAST VICTORIA STREET, RANCHO DOMINGUEZ  
(SECOND) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve and instruct the Chairman to sign the attached five-year re-lease with Mitsubishi Warehouse California Corporation, Lessor, for the continued occupancy of 14,040 rentable square feet of office space, including 94 parking spaces for the Sheriff's Department (Sheriff) at 3010 East Victoria Street, Rancho Dominguez at an initial annual rent of \$193,752. Rental costs are 100 percent net County cost.
2. Find that this lease is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15601 (b) (3) of the State CEQA Guidelines.
3. Approve the project and authorize the Chief Administrative Office (CAO) and Sheriff to implement the project. The lease will be effective upon approval by your Board.

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### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of this proposed re-lease to extend the term of the lease for another five years will allow the Sheriff to house its 70-member staff of the Multi-agency Cargo Criminal Apprehension Detail (MCAD) Cargo Cats Unit, and 30 staff of the Safe Streets Bureau (SSB) at 3010 East Victoria Street, Rancho Dominguez.

This facility provides a centralized complex to ensure the confidentiality and operational requirements of the units housed at this location. Co-location of the units has ensured security of sensitive information, files and evidence, and providing a confidential and secure environment for the units conducting investigations and interviews.

### **IMPLEMENTATION OF STRATEGIC PLAN GOALS**

The Countywide Strategic Plan directs that we invest in public infrastructure in order to strengthen the County's fiscal capacity. The proposed lease supports this strategy (Goal 4, Strategy 2, Objective 2), in the co-location of the two Sheriff units which allows the County to lease an entire building to meet its long-term needs, as further outlined in Attachment A.

### **FISCAL IMPACT/FINANCING**

The annual cost of this lease will initially be \$193,752.

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3010 E. VICTORIA AVE.	EXISTING LEASE	RE-LEASE	CHANGE
Area (Square feet)	14,040	14,040	None
Term	10/09/1990 to 10/08/2000 Month-to-Month 10/09/00	5 years upon Board approval	5 years
Annual Rent	\$199,034 (\$14.18/sq.ft.)	\$193,752 (\$13.80/sq.ft.)	(-\$5,282)
TI Allowance	None	None	None
Parking Included in Rent	94 off-street spaces	94 off-street spaces	None
Cancellation	Anytime after 60 <sup>th</sup> month upon 180 days notice	One-time with notice no earlier than 270 days or later than 180 days prior to end of 3 <sup>rd</sup> year	One time cancellation within window
Option to Renew	One 5-year, not exercised	One 5-year, 180 day notice	None
Rental Adjustment	Annual CPI 5% Cap	Annual CPI 3% Cap	2%

- Sufficient funding for the proposed lease is included in the 2001-02 Rent Expense Budget and will be charged back to the Sheriff. Sufficient funding is available in the 2001-02 Sheriff's Budget to cover the projected lease costs.
- The cost associated with the proposed lease will be 100 percent net County cost.
- The monthly rent under the proposed new lease is subject to an annual CPI adjustment not to exceed 3 percent.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Sheriff has been at this location since October 9, 1990. The current ten-year lease expired October 8, 2000 and occupancy has continued on a month-to-month basis as of October 9, 2000. The MCAD/Cargo Cats Unit, assigned to the Commercial Crimes Bureau, concentrates its efforts on cargo-related crimes of theft and identifying the receivers of stolen property. MCAD works in partnership with the transportation, warehouse and insurance industries. SSB's primary responsibility is to investigate gang-related crimes, to serve as a support unit for stations that house the various teams and to coordinate gang intervention, prevention and suppression programs for the department. SSB's Headquarters Unit, Cal Gang Unit, Community Law Enforcement and Recovery Team and Operations Safe Street/Gang Enforcement Team are housed at this location.

The proposed five-year re-lease agreement provides 14,040 rentable square feet of office space and 94 off-street, fenced parking spaces. The lease contains the following provisions:

- The term commences upon approval by your Board and ends five years thereafter.
- There are no tenant improvements in this lease.
- The Lessor will provide 94 parking spaces included in the rental rate, which is sufficient to meet the parking needs of the staff.
- The lease may be cancelled after the third year by giving written notice between 270 and 180 days prior to the third anniversary.
- County has the option to renew for a period of five years under the same terms, conditions and rental rate by giving 180 days prior written notice.
- The lease is modified full-service gross. The County pays all utilities and insurance. The Lessor will be responsible for all other operating and maintenance costs.

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CAO Real Estate staff surveyed the Cities of Carson, Compton, Long Beach, Paramount and Rancho Dominguez, areas specified by the Sheriff, to determine the availability of comparable and more economical sites. Staff was unable to identify any sites in the surveyed area that could accommodate this requirement more economically. Attachment B shows County owned and leased facilities within the search area for these programs and there are no suitable County owned or leased facilities available for these programs.

Based upon a survey of the market for similar property within the specified area, staff has established that the base rental range including parking for similar property is between \$14.40 and \$18.60 per square foot per year modified full-service gross. Thus, the base annual rent of \$13.80 of the proposed lease represents a below market rental rate.

The proposed lease has been administratively reviewed and approved by your Board's appointed Real Estate Management Commission.

The leased area is too small to accommodate a child care center.

The Department of Public Works has inspected this facility and finds it suitable for the County's occupancy.

**NEGATIVE DECLARATION/ENVIRONMENTAL IMPACT REPORT:**

The CAO has made an initial study of environmental factors and has concluded that this project is exempt from CEQA as specified in Class 1, Section r, of the Environmental Document Reporting Procedures and Guidelines adopted by your Board on November 17, 1987, and Section 15061 (b) (3) of the State CEQA Guidelines.

**IMPACT ON CURRENT SERVICES (OR PROJECTS)**

It is the finding of the CAO that the proposed lease is in the best interest of the County and will adequately provide the necessary space for this County requirement. In accordance with your Board's policy on the housing of any County offices or activities, the Sheriff concurs in this lease recommendation.

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**CONCLUSION**

It is requested that the Executive Officer, Board of Supervisors, return two originals of the executed Lease and Agreement, two certified copies of the Minute Order and the adopted, stamped Board letter to the Chief Administrative Office, Real Estate Division at 222 South Hill Street, 4<sup>th</sup> Floor, Los Angeles, CA 90012 for further processing.

Respectfully submitted,

DAVID E. JANSSEN  
Chief Administrative Officer

DEJ:SNY  
CWW:JWP:jf

Attachments (4)

c: County Counsel  
Auditor-Controller  
Sheriff's Department

**SHERIFF DEPARTMENT  
MCAD CARGO CATS UNIT & SAFE STREETS BUREAU  
3010 EAST VICTORIA STREET, RANCHO DOMINGUEZ**

Asset Management Principles Compliance Form<sup>1</sup>

	YES	NO	NA
<b>1. <u>Occupancy</u></b>			
A Does lease consolidate administrative functions? <sup>2</sup>	<u>      </u>	<u>      </u>	<u><b>X</b></u>
B Does lease co-locate with other functions to better serve clients? <sup>2</sup>	<u><b>X</b></u>	<u>      </u>	<u>      </u>
C Does this lease centralize business support functions? <sup>2</sup>	<u>      </u>	<u>      </u>	<u><b>X</b></u>
D Does lease meet the guideline of 200 sf of space per person? <sup>2</sup> <b>Ratio:1/140 sf</b>	<u><b>X</b></u>	<u>      </u>	<u>      </u>
<b>2. <u>Capital</u></b>			
A Should program be in leased space to maximize State/Federal funding?	<u>      </u>	<u><b>X</b></u>	<u>      </u>
B If not, is this a long term County program?	<u><b>X</b></u>	<u>      </u>	<u>      </u>
C Is it a net County cost (NCC) program? List % NCC <b>100%</b>	<u><b>X</b></u>	<u>      </u>	<u>      </u>
D If yes to 2 B or C; capital lease or operating lease with an option ?	<u>      </u>	<u><b>X</b></u>	<u>      </u>
E If no, are there any suitable County owned facilities available?	<u><b>X</b></u>	<u>      </u>	<u>      </u>
F If yes, why is lease being recommended over occupancy in County owned space? <b>The Assessor's building at 5898 Cherry Ave. in Long Beach was considered, but it is both too small, and in a high-traffic commercial/residential area; therefore, its location would not be conducive to the confidential nature of these Sheriff's programs. The building to be leased on Victoria Street is in a much more conducive, very low-traffic industrial/warehouse location.</b>	<u>      </u>	<u>      </u>	<u>      </u>
G Is Building Description Report attached as Attachment B? <sup>2</sup>	<u><b>X</b></u>	<u>      </u>	<u>      </u>
H Was build to suit or capital project considered? <sup>2</sup> <b>Project is too small and nature of programs limits ability to consolidate with other departments.</b>	<u>      </u>	<u><b>X</b></u>	<u>      </u>
<b>3. <u>Portfolio Management</u></b>			
A Did department utilize CAO Space Request Evaluation(SRE)? <sup>2</sup>	<u><b>X</b></u>	<u>      </u>	<u>      </u>
B Was the space need justified?	<u><b>X</b></u>	<u>      </u>	<u>      </u>
C If a renewal lease, was co-location with other County departments considered?	<u>      </u>	<u><b>X</b></u>	<u>      </u>
D Why was this program not co-located? The program clientele requires a "stand alone" facility. <b>Note: there are</b> 1. <u><b>X</b></u> <b>two Sheriff units co-located here.</b> 2. <u>      </u> No suitable County occupied properties in project area. 3. <u>      </u> No County owned facilities available for the project 4. <u>      </u> Could not get City clearance or approval 5. <u>      </u> The Program is being co-located	<u>      </u>	<u>      </u>	<u>      </u>
E Is lease a full service lease? <sup>2</sup> <b>Split service lease because Lessor did not want to incur the cost of utilities and insurance.</b>	<u>      </u>	<u><b>X</b></u>	<u>      </u>
F Has growth projection been considered in space request? <b>Operation is functional at the size it exists today and growth is not anticipated.</b>	<u>      </u>	<u><b>X</b></u>	<u>      </u>
G Has the Dept. of Public Works completed seismic review/approval?	<u><b>X</b></u>	<u>      </u>	<u>      </u>

<sup>1</sup> As approved by the Board of Supervisors 11/17/98

Please **BOLD** any written responses

<sup>2</sup> If not, why not?

**SPACE SEARCH- 3-MILE RADIUS OF THE 710 AND 91 FREEWAYS INTERSECTION FOR PROPERTIES IN  
CARSON, COMPTON, LONG BEACH, PARAMOUNT AND RANCHO DOMINGUEZ  
SHERIFF'S DEPARTMENT  
3010 EAST VICTORIA STREET, RANCHO DOMINGUEZ**

LACO	FACILITY NAME	ADDRESS	SQ FT GROSS	SQ FT NET		SQ FT AVAIL
0370	COMPTON AIRPORT-ADMIN BUILDING-8	901 WALONDRA BLVD, COMPTON 90220	2,880	2,592	OWNED	NONE
Y216	PUBLIC LIBRARY-PARAMOUNT LIBRARY	16254 COLORADO AVE, PARAMOUNT 90723	8,750	7,426	OWNED	NONE
C600	DPSS-SOUTH FAMILY AP/SPECIAL DISTRICT OFFICES	17600 A/B S SANTA FE AVE, RANCHO DOMINGUEZ	133,000	103,324	LEASED	NONE
A620	PUBLIC LIBRARY-EAST RANCHO DOMINGUEZ LIBRARY	4205 E COMPTON BLVD, EAST COMPTON 90221	5,000	4,529	LEASED	NONE
A660	DPSS-EAST RANCHO DOMINGUEZ SERVICE CENTER	4513 E COMPTON BLVD, RANCHO DOMINGUEZ	4,436	3,188	LEASED	NONE
A136	FIRE-PARAMOUNT HAZARDOUS MATERIALS DIV OFFICE	7300 E ALONDRA BLVD, PARAMOUNT 90723	1,928	1,830	LEASED	NONE
X169	DPSS-COMPTON AP DISTRICT OFFICE	211 E ALONDRA BLVD, COMPTON 90220	48,135	38,777	OWNED	NONE
A350	ASSESSOR-LONG BEACH REGIONAL OFFICE	5886 CHERRY AVE, LONG BEACH 90808	12,450	6,991	OWNED	NONE
A020	SHERIFF-FIELD OPERATIONS REGION II	3010 E VICTORIA ST, RANCHO DOMINGUEZ 90221	14,040	10,668	LEASED	NONE
A959	DPSS-PARAMOUNT AP DISTRICT/GAIN PROGRAM REG V	2969 E VICTORIA ST, RANCHO DOMINGUEZ 90221	54,000	44,280	LEASED	NONE